

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

Tuesday, January 14, 2020

8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building  
20 N 3rd Street, Lafayette, Indiana

**Councilmembers present:** President Bryan Metzger, Vice President Kevin Underwood, John Basham, Kathy Vernon, Lisa Dullum and Roland Winger.

**Others present:** Attorney Doug Masson, Auditor Robert A. Plantenga, and Michelle Richardson, Kailey Curwick and John Thomas from the Auditor's Office.

### I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

President Metzger called the meeting to order and led the Pledge of Allegiance.

### II. ELECTION OF OFFICERS

Attorney Masson opened the floor for nomination for President. Vice President Underwood nominated Bryan Metzger with a seconded by Councilmember Basham. Hearing no other nominations, the floor was closed, the vote called, and Bryan Metzger was elected President. The floor was opened by Attorney Masson and Councilmember Basham nominated Kevin Underwood with a seconded by Councilmember Vernon. Hearing no other nominations, the floor was closed, the vote called, and Kevin Underwood was elected Vice President.

### III. AUDITOR'S FINANCIAL & ENCUMBRANCE REPORT – Bob Plantenga

The December 31, 2019 financial statement shows that the net balance at the beginning of the year was \$1,876,533.37. After the additional appropriations granted throughout the year the ending balance was \$1,485,264.69 of uncommitted General Funds. The Financial Statement for January 1, 2020 is next in the packet and shows a beginning cash balance in the General fund of \$12,329,109 which is up about \$2 million from last year. With the projected miscellaneous revenues, property tax, and the Circuit Breaker Credits the total funds available is \$62,084,666. When deducting encumbrances, the 2020 Budget, minimum balances and adding the estimate of the unused budget, the beginning net balance is \$1,800,784.

The Revenue Report has been marked to note those funds affected by the Proper Tax Settlement. Over \$25.7 million were collected in taxes with \$25 million budgeted. The License Excise Tax (fund 0130) is a little higher than anticipated and a higher figure has been used in the 2020 Budget. Councilmember Dullum asked about the special distribution for the Local Income Tax last year and the Auditor replied that it was atypical to receive the approximately \$1 million but is reflected in the fund total. Fund 0290 is the municipal election reimbursements and payments have not yet been received from Lafayette and West Lafayette. The County received 3 of the 4 2019 quarterly payments for fund 0291 with the 4th being deposited on January 3<sup>rd</sup> of 2020. When the State Board of Accounts does an audit for any jurisdiction in the County the bill is paid by the county and then deducted during the settlement process (fund 0299). The Fairground Rental (fund 0442) was down because of construction and has been adjusted for 2020. Councilmember Dullum asked about fund 0411, Sheriff-Inmate House, and the Auditor replied that there is a change in how those funds are received and the 2020 budgeted amount is what the County will be receiving from now on. In 2019 the County received 108% of the budgeted amount and when audit fees and tax refunds are deducted it comes out to 105%.

The fund balances show: 1) the General Fund (1000) is at \$112.3 million. The Cum Bridge (fund 1135) receives property tax funds as well as Cum Cap (fund 1138) and we keep an eye on the Cum Cap which may be somewhat relieved by the LIT-Public Safety fund. The Major Bridge, (fund 1171 which is from a 1 cent tax), has largely been untapped and waiting for the first major bridge repair. Reassessment (fund

1188) has a little lower cash balance than the beginning of the year. The jail lease and debt payments are coming to an end, with only three payments left, and will come out of fund 4620 and 4630. That will result in a reduced property tax levy in 2020 and there may be no levy in 2021. The County Self Insurance (fund 4710) was down a little, the Solid Waste District (fund 4930) is from property tax and has a comfortable balance, and fund 6000 is where settlement funds are distributed.

The Encumbrance report is included in the packet, and these are carry-over funds for bills incurred in 2019 but paid in 2020. There are several funds with encumbrances, the largest being the General fund with \$361,991. Councilmember Basham asked about fund 8330, Help America Vote, and the Auditor stated that it was from a grant and has to do with disabilities at voting sites.

- Councilmember Underwood moved to accept the encumbrances as presented, second by Councilmember Vernon. Motion carried.

#### IV. TREASURER'S REPORT – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows December's interest of \$233,271.27 with a yearend total of \$2.9 million. The General Fund received \$1,38,057.80 which is slightly over the revised budget of \$1.3 million with \$1.2 million budgeted for 2020. Interest from bank accounts in 2019 was lower than 2018 but was offset by interest from investments. The 2-5 year interest rate projections are not great and hopefully the longer term returns are better.

#### V. PUBLIC COMMENT ON AGENDA ITEMS – None

#### VI. CONSENT AGENDA

- Councilmember Basham moved to approve the consent agenda as presented, second by Councilmember Underwood. Motion carried.

##### A. Approval of Meeting Minutes from the Executive Meeting on November 25, 2019 and the Regular Meeting on December 10, 2019

##### B. Cary Home – General Fund 1000

Transfer	From	\$	17,927	Counseling & Consulting
	To			Full Time
	From	\$	1,371	Counseling & Consulting
	To			Social Security
	From	\$	2,008	Counseling & Consulting
	To			PERF Retirement

##### C. Juvenile Alternatives – JDAI Fund 9214 SFY20

Transfer	From	\$	1,447	Travel & Training
		\$	182	Equipment / Miscellaneous
		\$	3,041	Other Professional Services
	To			Other Supplies

##### D. Maintenance – CCD Fund 1138

Transfer	From	\$	40,000	Repairs & Maintenance/Buildings & Property
	To			Building Materials
	From	\$	10,000	Repairs & Maintenance/Buildings & Property
	To			Small Tools

##### E. Prosecutor

##### 1. High Tech Crime Unit Fund 8271 CFY20

Grant Appropriation	\$	46,499	Travel & Training
	\$	52,213	General M & E
	\$	2,939	Office Supplies
	\$	101,651	Total Requested

## 2. IV-D Incentive Fund 8895

Appropriation	\$ 20,000	Part Time Salaries
	\$ 1,530	Social Security
	\$ 3,000	Office Supplies
	\$ 2,000	Travel & Training
	<u>\$ 26,530</u>	Total Requested

## 3. IV-D Incentive-Prosecutor Fund 8897

Appropriation	\$ 40,794	Full Time Salaries
	\$ 30,000	Part Time Salaries
	\$ 1,000	Overtime
	\$ 5,493	Social Security
	\$ 4,681	PERF Retirement
	\$ 3,000	Office Supplies
	\$ 500	Other Professional Services
	\$ 1,000	Travel & Training
	\$ 1,000	General M & E
	\$ 15,087	Health Insurance
	\$ 145	LTD Insurance
	\$ 110	Life Insurance
	<u>\$ 102,810</u>	Total Requested

**F. Health**

Syringe/The Health Foundation of Greater Indianapolis Fund 9171 FY20

Grant Appropriation	\$ 10,000	Institutional or Medical
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**G. Probation**

Department Of Corrections Fund 9513 CFY20

Grant Appropriation	\$ 41,015	Full Time Salaries
	\$ 3,138	Social Security
	\$ 4,597	PERF Retirement
	\$ 30,000	Other Professional Services
	\$ 8,390	Health Insurance
	\$ 185	LTD Insurance
	\$ 110	Life Insurance
	<u>\$ 87,435</u>	Total Requested

**H. Commissioner**

Area IV Agency / Community Action Programs Fund 8868 CFY20

Grant Appropriation	\$ 167,307	Other Professional Services
	\$ 12,000	Gasoline & Oil
	\$ 3,000	Garage & Fleet
	\$ 12,000	Other Supplies
	\$ 3,400	Travel & Training
	\$ 12,000	Insurance/Vehicle & Equipment
	\$ 1,200	Utilities
	\$ 16,500	Repair Vehicle & Equipment
	<u>\$ 227,407</u>	Total Requested

**VII. ADDITIONAL APPROPRIATIONS:****A. Sheriff – Robert Goldsmith**

A. CLAF Byrne Local Fund 9144

Appropriation	\$ 7,339	Safety
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- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Basham.

This is for the purchase of additional tasers.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. 2020 Compensation Agreement in Lieu of Statutory Fees between Robert Goldsmith and the County of Tippecanoe, State of Indiana

Attorney Masson stated that this contract is the same as the last several years except the salary has been increased to \$122,506 to reflect the 2020 Budget. Several years ago, the County opted for direct salary compensation for the Sheriff as opposed to coming from food and other taxes as is allowed by state law. The Commissioners have already signed the contract.

President Metzger asked for a motion.

- Councilmember Underwood moved to approve the agreement as presented, second by Councilmember Basham. Motion carried.

**B. TEMA – William “Smokey” Anderson**

1. Local Emergency Planning Committee Fund 1152

Appropriation	\$ 40	Legals Published
	\$ 2,500	Other Professional Services
	\$ 6,000	Travel & Training
	\$ 4,800	Safety
	\$ 13,340	Total Requested

- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Basham.

These funds are from the State collection of fees from companies that use hazardous materials. President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Hazmat Fund 2546

Appropriation	\$ 12,113	Other Professional Services
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- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Basham.

These are funds billed to those who caused a spill that the Haz-Mat staff mitigated.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Hazard Warning Fund 4940

Appropriation	\$ 70,050	Safety
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- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Basham.

This fund is for the maintenance and expansion of the County's warning sirens.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

4. Emergency Deploy Fund 8726

Appropriation	\$ 3,652	Other Supplies
	\$ 6,033	Training
	\$ 9,124	Repair Vehicle & Equipment
	\$ 18,809	Total Requested

- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Basham.

These are roll-over funds from past mitigation efforts.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**C. Community Corrections – Jason Huber**

1. Community Corrections Fund 1122 CFY20 from the Indiana Department of Corrections (DOC)

Appropriation	\$ 1,354,318	Full Time Salaries
	\$ 48,990	Chief Deputy / Appointed
	\$ 107,353	Social Security
	\$ 157,170	PERF Retirement
	\$ 354,553	Health Insurance

\$ 5,262	LTD Insurance
\$ 5,319	Life Insurance
\$ 23,898	Worker's Compensation
\$ 300,000	Office Supplies
\$ 118,770	Other Professional Services
\$ 50,000	Utilities
\$ 89,000	Other M & E
<u>\$2,614,633</u>	<u>Total Requested</u>

- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Underwood.

This is the 2020 User Fee budget and the pay lines meet the DOC requirements. Councilmember Winger asked about the calendar and salary issues raised at budget time. Mr. Huber stated that the Office is now on a calendar year consistent with the DOC and raises reflect the budget discussions. President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Salary Statement for Community Corrections Fund 1122 CFY20 from the budget listed above

- Councilmember Dullum moved to approve the salary statement as presented, second by Councilmember Underwood.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. DOC Transitions Fund 1123 CFY20

Appropriation	\$ 60,000	Other Supplies
	<u>\$ 60,000</u>	<u>Other Professional Services</u>
	<u>\$ 120,000</u>	<u>Total</u>

- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Underwood.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

4. Forensic Diversion Fund 2550

Appropriation	\$ 1,860	Other Supplies
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- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Underwood.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**D. DOIT – Kent Kroft**

EDIT Fund 1112

Appropriation	\$ 44,920	Other Professional Services
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- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Underwood.

This is the 4<sup>th</sup> year of a 6<sup>th</sup> year contract with Pictometry for aerial photography. It was approved at budget time but omitted from Gateway and needs to be approved again.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**E. Assessor – Eric Grossman**

2020 Salary Statement \$Up to 20.50 Part Time Customer Service Staff (was \$20)

- Councilmember Vernon moved to approve the salary statement as presented, second by Councilmember Basham.

This raises the part time salary to be consistent with 2020 pay raises.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**F. Health – Khala Hochstedler**

2020 Salary Statement	\$ 55,183	Fetal Infant and Mortality Review Project Coordinator (Grant Fund 9168)
	\$ Up to 20	All Part Time

- Councilmember Underwood moved to approve the salary statements as presented, second by Councilmember Vernon.

The County received a grant because Indiana has a high infant mortality rate.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**G. Probation**

Salary Statement for the DOC Grant 9513 CFY20 Listed Above in Consent Agenda

- Councilmember Dullum moved to approve the salary statement as presented, second by Councilmember Winger.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**H. Cary Home – Rebecca Humphry**

2020 Salary Statement	\$ 61,246	Home-Based Clinical Team Leader (was Counseling & Consulting)
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- Councilmember Dullum moved to approve the salary statement as presented, second by Councilmember Underwood.

This relates to the transfer in the consent agenda to changes a position from contractual to an employee.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**VIII. COMMITTEE REPORTS**

Councilmember Basham stated that there was special training in Romney from the State Board of Accounts.

**IX. UNFINISHED/NEW BUSINESS**

- Council assignments will be finalized when Council's vacant position is filled.
- The Auditor stated that the State Board of Accounts is now requiring the Council to grant the Auditor authority to transfer funds within the same series of appropriations. This will need to be done annually.
  - Councilmember Underwood moved to authorize the Auditor to transfer 2020 funds within the same series as presented, second by Councilmember Dullum. Motion carried.
- Valley Oaks Presentation
 

At the request of Commissioner Murtaugh, Mr. Thomas Gilliom, CEO of Valley Oaks, briefed Councilmembers on the role of Valley Oaks in the community.

**X. COMMISSIONER FYI – None****XI. PUBLIC COMMENT**

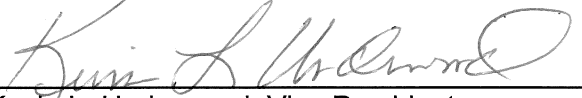
Amber Noll, Extension Office Director, stated that 4H is holding the ABCs of Agriculture with McCutcheon FFA at the Fairgrounds in February and the Office is coordinating with local conservation organizations and both City Governments the Tippecanoe Invasive Cooperative Task Force.

**XII. ADJOURNMENT**

- Councilmember Underwood moved to adjourn, and the President adjourned the meeting.

## TIPPECANOE COUNTY COUNCIL

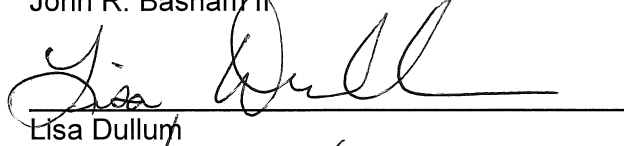
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Bryan E. Metzger, President

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Kevin L. Underwood, Vice President

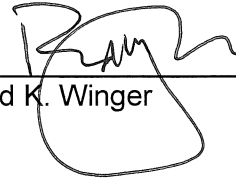
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John R. Basham II

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Lisa Dullum

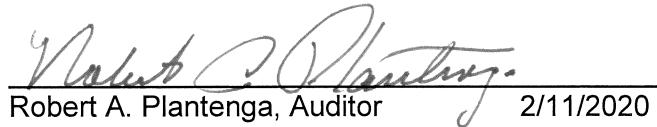
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Kathy Vernon

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Roland K. Winger

ATTEST:



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Robert A. Plantenga, Auditor

2/11/2020

Minutes prepared by John Thomas, Recording Secretary